

**PROJECT MANAGEMENT OFFICE (PMO) SERVICES REQUEST FOR
PROPOSAL (RFP) MANDATORY VENDOR CONFERENCE
NOTIFICATION**

INTENT TO ATTEND MANDATORY VENDOR CONFERENCE NOTIFICATION

This form acknowledges that _____(company name) intends to attend the Mandatory Vendor Conference for the PMO RFP. This conference is **mandatory** for all Vendors that will be submitting a response to the RFP. This sheet must be received by 5:00 p.m. CT on 07/05/2019.

NOTE:

Vendors who require clarification and/or interpretation of any sections of the RFP are allowed to ask verbal question that must also be submit in writing during the mandatory conference.

VENDOR NAME

REPRESENTATIVE'S NAME (List all attending. The Agency must be notified in advance of changes in representation).

COMPANY ADDRESS

Phone:

Fax:

Email:

Date:
